

STATE OF NEW JERSEY  
DEPARTMENT OF CHILDREN AND FAMILIES  
**OFFICE OF LICENSING/ INSPECTION/VIOLATION REPORT**

<b>Center Name:</b> Wee Care Preschool Learning Center			<b>Center ID#:</b> 20WEE0001		<b>County:</b> Union	
<b>Address:</b> 918 Lincoln Avenue			<b>City:</b> Linden		<b>Phone:</b> (908) 925-0599	
<b>Fax:</b>						
<b>License Status:</b> Temporary 6/14/12						
<b>Initial Inspection:</b> 10/19/2011	<b>Due Date(s):*</b>	4/2/2012	4/16/2012	5/11/2012	6/6/2012	7/13/2012
	<b>Date(s) Reinspection:</b>	4/2/2012	4/27/2012	5/23/2012	6/13/2012	7/13/2012
<b>Due Date(s):*</b>	8/13/2012	8/29/2012	10/3/2012	11/2/2012	12/17/2012	1/7/2013
<b>Date(s) Reinspection:</b>	8/15/2012	9/5/2012	10/19/2012	11/19/2012	12/21/2012	1/18/2013
<b>Center is in compliance with requirements as of:</b> 1/24/2013 <span style="float: right;"><i>*Reinspection occurs on or soon after due date</i></span>						
<b>Renewal</b> <input checked="" type="checkbox"/> <b>Initial</b> <input type="checkbox"/> <b>Monitor</b> <input type="checkbox"/> <b>Increase</b> <input type="checkbox"/> <b>Age Change</b> <input type="checkbox"/> <b>Relocation</b> <input type="checkbox"/> <b>New Sponsor</b> <input type="checkbox"/> <b>Space Evaluation</b> <input type="checkbox"/> <b>Complaint #</b>						
<b>Date Cited</b> M/D/Year	<b>Date Abated</b> M/D/Year	Based on a inspection(s) conducted by the Office of Licensing (OOL) the above date(s), the center needs to take the following actions in order to come into compliance with the MANUAL OF REQUIREMENTS FOR CHILD CARE CENTERS (N.J.A.C. 10:122):				
<b>Supervision, Staff/Child Ratios &amp; Space</b>						
8/15/2012	9/5/2012	<input checked="" type="checkbox"/> 1. Provide 2 staff to work with the children: when 6 or more children are present; on trips; or with more than 12 school-age children on walks.				
		<input type="checkbox"/> 2. Provide immediate access to 1 additional adult for the school-age program when it is permitted to operate with only 1 staff member present.				
10/19/2012	11/19/2012	<input checked="" type="checkbox"/> 3. Ensure that children are supervised by a staff member at all times.				
Notes:						
10/19/2012	11/19/2012	<input checked="" type="checkbox"/> 4. Develop and implement a method to keep track of all the children.				
8/15/2012	9/5/2012	<input checked="" type="checkbox"/> 5. Maintain required staff to meet ratios: when children are awake; sleeping; on premises during naptime.				
Notes:						
		<input type="checkbox"/> 6. Ensure that staff meet minimum age requirements and those below 18 years old are directly supervised staff at least 18 years old.				
		<input type="checkbox"/> 7. Limit group size to 12 infants (under 18 months), 20 children for early childhood or 30 children for school-age				
		<input type="checkbox"/> 8. Cease caring for children below 2 ½ years of age.				
		<input type="checkbox"/> 9. Provide care for no more than 5 children below 2 ½ years of age if center has an E (Educational) Use Certificate of Occupancy (C.O.) issued prior to 11/5/03.				
		<input type="checkbox"/> 10. Assign a primary caregiver for group of 4 infants and 6 toddlers.				
		<input type="checkbox"/> 11. Post the center's license in a prominent location.				
		<input type="checkbox"/> 12. Operate within the center's licensed capacity and within each room's capacity.				
Notes:						
		<input type="checkbox"/> 13. Identify and maintain space requirements for all rooms approved by the OOL for children's use; make unapproved space inaccessible to children.				
10/19/2012	11/19/2012	<input checked="" type="checkbox"/> 14. Ensure the children's health, safety and well-being.				
Notes:						
<b>Activities &amp; Discipline</b>						
4/2/2012	6/13/2012	<input checked="" type="checkbox"/> 15. Ensure that staff interact with children and provide children with: free choice of materials; a mixture of active and quiet experiences; a mixture of staff-directed and child-selected activities.				
4/2/2012	4/27/2012	<input checked="" type="checkbox"/> 16. Provide a sufficient variety of age-appropriate activities.				
4/2/2012	4/27/2012	<input checked="" type="checkbox"/> 17. Provide age-appropriate time frames for each activity.				
		<input type="checkbox"/> 18. Provide enough supplies, furniture and equipment for the required activities.				
		<input type="checkbox"/> 19. Plan and implement opportunities for school-age children's involvement in activity planning.				
		<input type="checkbox"/> 20. Take children outdoors daily.				
		<input type="checkbox"/> 21. Prepare and post a written discipline policy including acceptable actions that staff members may take.				

Note: If number is checked, see attachment page(s) for clarification.

4/2/2012	6/13/2012	<input checked="" type="checkbox"/> 22. Use positive methods of guidance and discipline consistent with children's age and developmental needs: prohibit corporal and/or emotional punishment.
Notes:		
		<input type="checkbox"/> 23. Ensure that school-age children participate in the development of discipline rules or are made aware the discipline rules.
<b>Nutrition &amp; Rest</b>		
10/19/2012	11/19/2012	<input checked="" type="checkbox"/> 24. Ensure that food provided by the center is stored, prepared and served in a sanitary manner.
		<input type="checkbox"/> 25. Serve lunch for children present from 11:00am to 1:00pm who have not eaten lunch and are at the center for at least 5 consecutive hours.
5/23/2012	6/13/2012	<input type="checkbox"/> 26. Provide the following additional food(s) for breakfast, lunch/dinner and/or snack:
Notes: water, juice or milk must be served with snack and lunch		
		<input type="checkbox"/> 27. Serve snack for children attending the center for at least 3 consecutive hours and for all children attending after school.
		<input type="checkbox"/> 28. Provide age-appropriate seating for children who no longer need to be held for feeding.
		<input type="checkbox"/> 29. Provide a written feeding plan for children less than 12 months of age.
		<input type="checkbox"/> 30. Label each child's bottle with the child's name.
		<input type="checkbox"/> 31. Ensure that bottles are not propped when children are feeding.
		<input type="checkbox"/> 32. Remove bottles when children have fallen asleep.
		<input type="checkbox"/> 33. Provide daily rest period for each child aged 18 months to 5 years who attends the center for 4 or more consecutive hours and as needed for each child below 18 months.
		<input type="checkbox"/> 34. Provide alternative activities for children who rest for 30 minutes and do not need more rest.
		<input type="checkbox"/> 35. Provide the following sleeping equipment and bedding: cots; 1"mats; cribs; playpens; sheets; blankets.
		<input type="checkbox"/> 36. Ensure that sleeping equipment is free of pillows and soft bedding when occupied by a sleeping child.
		<input type="checkbox"/> 37. Identify and store individually each child's sleeping equipment and bedding.
		<input type="checkbox"/> 38. Provide enough light in rooms where children are napping to allow staff to see them.
		<input type="checkbox"/> 39. Repair and/or replace sleeping equipment that is in disrepair.
		<input type="checkbox"/> 40. Ensure that mats used for rest and sleep are placed on a surface that is warm, dry and clean.
		<input type="checkbox"/> 41. Provide infants/toddlers with opportunities to leave their sleeping equipment to crawl, walk and play.
		<input type="checkbox"/> 42. Place children 18 months and younger in a face-up sleeping position unless indicated in writing by child's health care provider.
<b>Illnesses &amp; Accidents</b>		
		<input type="checkbox"/> 43. Designate an area where sick children can be separated from well children and provide rest equipment.
5/23/2012	6/13/2012	<input type="checkbox"/> 44. Maintain illness log including: child's name; date; symptoms of illness observed; center's actions.
5/23/2012	7/13/2012	<input type="checkbox"/> 45. Notify parents immediately of the following: head injury; bite that breaks the skin; fall from a height; injury requiring professional medical attention. Report other injuries by end of the day.
5/23/2012	6/13/2012	<input checked="" type="checkbox"/> 46. Maintain an accident log that includes: name of child; date; time; location; description of accident/ injury; witnesses; type of first aid used; treatment/consultation by a doctor.
		<input type="checkbox"/> 47. For sick care programs: provide separate rooms/area and toilet facilities for sick and well children; install partitions/room dividers to separate children with different illnesses; provide liquid soap.
		<input type="checkbox"/> 48. Provide for children with chicken pox: isolation room; floor to ceiling barriers; separate toilet facilities.
<b>Administration &amp; Parent Involvement</b>		
		<input type="checkbox"/> 49. Provide access to a phone, and ensure someone receives and transmits messages to the center.
		<input type="checkbox"/> 50. Develop a table of organization indicating lines of authority, responsibility and job descriptions.
		<input type="checkbox"/> 51. Ensure that the director is scheduled to work 50 % of the center's daily operating hours.
4/2/2012	4/27/2012	<input checked="" type="checkbox"/> 52. Designate someone in the center to carry out the director's responsibilities when the director is absent.
		<input type="checkbox"/> 53. Ensure that the head teacher, group teacher and program supervisor are scheduled to work for the required amount of time.
		<input type="checkbox"/> 54. Ensure that the head teacher/group teacher schedule time in other classrooms.
8/15/2012	9/5/2012	<input checked="" type="checkbox"/> 55. Establish and maintain a staff substitute system.
		<input type="checkbox"/> 56. Hold parent/staff conferences semi-annually and upon request.
		<input type="checkbox"/> 57. Choose 1 of the following 4 options for parent involvement, and maintain documentation at the center: governing board; advisory committee; annual meeting; annual open house.
<b>Program Records</b>		
		<input type="checkbox"/> 58. Complete and maintain at the center the staff records checklist.
Confidential Notes:		

9/5/2012	1/24/2013	<input type="checkbox"/> 59. Ensure that Child Abuse Record Information (CARI) checks are completed as required for the sponsor and all regularly scheduled staff.
Confidential Notes: NEW STAFF		
9/5/2012	12/21/2012	<input type="checkbox"/> 60. Ensure that Criminal History Record Information (CHRI) checks are completed as required for the sponsor and all regularly scheduled staff.
Confidential Notes: NEW STAFF		
		<input type="checkbox"/> 61. Provide the following records for the director, head teacher, group teacher or program supervisor: education / training experience
		<input type="checkbox"/> 62. Hire and submit the required documentation for the following: director; head teacher; group teacher; program supervisor.
		<input type="checkbox"/> 63. Provide the required documentation for the director hired before March 21, 2005 who does not meet the qualification requirements specified in 10:122-4.6(b)1-3 demonstrating completion of: a) the Director's Academy; b) the National Administrator Credential; or c) 45 clock hours of staff development that includes all the subject areas as indicated in 10:122-4.6(b)4iii.
2/27/2012	6/13/2012	<input checked="" type="checkbox"/> 64. Provide complete orientation within two weeks of hire to all staff members in: center operations; policies and procedures; supervision; tracking; group size limits; primary caregiver responsibilities; release policy; discipline policy; health practices; evacuating the center; using fire alarms; recognizing and reporting child abuse/neglect.
		<input type="checkbox"/> 65. Maintain record of annual staff training on use of fire alarms and emergency evacuation procedures.
		<input type="checkbox"/> 66. Ensure that new directors complete staff development in Understanding Licensing Regulations and Child Behavior Management within one year of hire.
		<input type="checkbox"/> 67. Ensure that all full-time staff complete 8 hours annual training in the following core areas: child growth and development; positive guidance and discipline; health and safety.
		<input type="checkbox"/> 68. Ensure that the director, head teacher, group teacher and program supervisor complete 20 hours or annual training in 1 or more of the following: Director's Academy; National Administrator ; Credential; equivalent staff development in nine specific management areas.
		<input type="checkbox"/> 69. Maintain a record of the date and purpose of the consulting head teacher's 2 monthly on-site visits.
		<input type="checkbox"/> 70. Ensure that a staff member(s) who has current certified basic knowledge of first aid principles and CPR is at the center at all times when enrolled children are present.
3/19/2012	4/27/2012	<input checked="" type="checkbox"/> 71. Complete and maintain at the center daily time sheets for staff and children with arrival and departure times.
		<input type="checkbox"/> 72. Maintain a written outline of daily activities.
5/23/2012	6/13/2012	<input type="checkbox"/> 73. Complete and maintain at the center the children's records checklist.
Confidential Notes: 9 children's files were incomplete		
		<input type="checkbox"/> 74. Submit the required OOL form certifying the center has reviewed the Department of Law and Public Safety (DLPS), Division of Consumer Affairs' (DCA), list of unsafe children's products and that there are no unsafe products in the center.
		<input type="checkbox"/> 75. Maintain at the center the DLPS, DCA, list of unsafe children's products and make available to center staff and parents of enrolled children.
		<input type="checkbox"/> 76. Ensure that the Universal Health Record is updated annually.
		<input type="checkbox"/> 77. Obtain written approval from the child's parent before administering medication to a child.
		<input type="checkbox"/> 78. Maintain medication records that include the following: child's name and parental authorization; name of the medication; illness being treated; dosage, frequency and other instructions; time and by whom the medication was administered; any adverse effects.
		<input type="checkbox"/> 79. Maintain at the center and distribute to parents a written policy on communicable disease management.
		<input type="checkbox"/> 80. Maintain on file and follow the written policy on the release of children.
5/23/2012	6/13/2012	<input checked="" type="checkbox"/> 81. Develop an expulsion policy which includes: circumstances; methods to notify parents; sufficient time limits; reasons for immediate expulsion; parental receipt of the policy.
		<input type="checkbox"/> 82. Obtain from parents and maintain at the center: blanket permission slips for walks; individual permission slips for field trips, including information on type of vehicle used and whether staff or parent will drive.
		<input type="checkbox"/> 83. Maintain at the center documentation of a current comprehensive general liability insurance policy.
<b>Sanitation &amp; Diapering</b>		
		<input type="checkbox"/> 84. Wash and disinfect the following: toilet training chairs after each use; diapering surfaces after each use; toys mouthed by infants and toddlers after each use; mats after each use unless stored separately; sleeping equipment weekly; sheets and blankets weekly; tables before each meal.
		<input type="checkbox"/> 85. Use a commercial disinfectant or a staff-made solution of 1 tablespoon bleach per quart of water.
2/27/2012	4/27/2012	<input checked="" type="checkbox"/> 86. Ensure that children wash their hands with soap and running water: before intake of food; after using the toilet; after having a diaper change.
4/2/2012	6/13/2012	<input checked="" type="checkbox"/> 87. Ensure that staff wash their hands with soap and running water: before preparing or serving food; after assisting a child in toileting; after changing diapers; after contact with body fluids or secretions.
4/2/2012	6/13/2012	<input checked="" type="checkbox"/> 88. Provide disposable rubber gloves for contact with blood or vomit.
		<input type="checkbox"/> 89. Change each child's diaper when wet or soiled.
		<input type="checkbox"/> 90. Provide a diapering area within 15 feet of a sink not used for food preparation.
		<input type="checkbox"/> 91. Ensure that diapering does not take place in an area or on a surface used for food preparation.
		<input type="checkbox"/> 92. Maintain diapering surfaces as follows: flat; smooth; clean; dry; non-absorbent; in good repair.

*Note: If number is checked, see attachment page(s) for clarification.*

		<input type="checkbox"/> 93. Place soiled disposable diapers in a closed container with a leakproof lining.
<b>Bathroom &amp; Kitchen Facilities</b>		
5/23/2012	6/13/2012	<input type="checkbox"/> 94. Ensure all toxic substances and medications are inaccessible to children.
Notes: After OOI, moved disinfectant from children's reach. staff replaced within child's reach and child went to use		
		<input type="checkbox"/> 95. Ensure that children cannot lock themselves in bathrooms.
		<input type="checkbox"/> 96. Provide bathroom supplies as follows: soap; toilet paper; individual/disposable towels; platforms.
		<input type="checkbox"/> 97. Securely fasten the bathroom equipment.
		<input type="checkbox"/> 98. Sand and paint rusted bathroom stall dividers.
		<input type="checkbox"/> 99. Ensure toileting privacy: for children (SA); when staff/adult uses the same toilet facility as children.
		<input type="checkbox"/> 100. Designate and visibly identify the staff/adult toilet facility.
		<input type="checkbox"/> 101. Provide 1 toilet facility and sink: on each floor used by children (EC); within 1 floor for children.(SA)
		<input type="checkbox"/> 102. Ensure hot tap water does not exceed 110 degrees Fahrenheit (EC) or 120 degrees Fahrenheit. (SA)
		<input type="checkbox"/> 103. Maintain in sanitary and operable condition: toilets; sinks; other plumbing fixtures.
4/2/2012	4/27/2012	<input checked="" type="checkbox"/> 104. Provide a barrier to the kitchen area to prevent accidental access by children.
		<input type="checkbox"/> 105. Ensure microwave ovens are: out of children's reach; secured; not in use when children are in the area.
		<input type="checkbox"/> 106. Provide a working refrigerator, or access to a refrigerator, for perishable foods or medication.
		<input type="checkbox"/> 107. Ensure that food waste receptacles are lined and maintained in a sanitary condition.
<b>Health &amp; Fire Safety</b>		
		<input type="checkbox"/> 108. Provide and make accessible to staff; a fully standard first aid kit; an American Red Cross First Aid Manual or its equivalent.
		<input type="checkbox"/> 109. Post a sign in a prominent location to prohibit smoking when the center is operating.
		<input type="checkbox"/> 110. Prohibit smoking in all areas of the center when the center is operating; provide separate ventilation for areas where smoking is permitted when the center is not operating.
		<input type="checkbox"/> 111. Take necessary action to free the center of infestation by rodents and insects, provide documentation.
		<input type="checkbox"/> 112. Obtain and maintain on file a current health certificate.
		<input type="checkbox"/> 113. Obtain and maintain on file a current fire certificate.
		<input type="checkbox"/> 114. Conduct and document monthly fire drills during each session provided at the center.
10/19/2012	12/21/2012	<input checked="" type="checkbox"/> 115. Ensure the center's fire protective systems are operative at all times.
5/23/2012	6/13/2012	<input type="checkbox"/> 116. Develop and post prominently on every floor of the center an emergency plan including evacuation, disaster and lockdown procedures.
		<input type="checkbox"/> 117. Post a diagram depicting: approved areas; evacuation routes; room identifications.
		<input type="checkbox"/> 118. Ensure that all exits and egress areas are unobstructed, and exit doors are easily operable.
Notes:		
		<input type="checkbox"/> 119. Ensure that illuminated exit signs and emergency lighting are operable at all times.
11/19/2012	12/21/2012	<input type="checkbox"/> 120. Ensure that fire extinguishers are serviced and tagged annually, and recharged if necessary.
		<input type="checkbox"/> 121. Remove excess storage and/or combustibles from the furnace room.
		<input type="checkbox"/> 122. Remove portable liquid fuel-burning or wood-burning heating appliances.
		<input type="checkbox"/> 123. Arrange cribs, playpens and cots to provide access to an unobstructed 3-foot wide aisle that exits out.
		<input type="checkbox"/> 124. Provide and maintain in good condition: handrails on all stairs with 3 or more risers; guardrails on all open sides of landing with intermediate guards spaced no more than 4 inches apart.
		<input type="checkbox"/> 125. Install window guards, with approval of the local fire official, or provide an alternative method to ensure that children cannot fall out of windows.
		<input type="checkbox"/> 126. Comply with the New Jersey Uniform Construction Code (NJUCC)/Fire Code:
		<input type="checkbox"/> 127. Submit a copy of the final Certificate of Occupancy (CO) or Certificate of Continued Occupancy (CCO) that indicates the correct use group for the children served.
		<input type="checkbox"/> 128. Submit a copy of the Certificate of Approval, as issued by the local construction official, for changes in the building subject to the NJUCC requiring the issuance of a building permit.
<b>Environmental Safety</b>		
		<input type="checkbox"/> 129. Complete and submit a DCF Renewal Attestation Form with the center's previous DEP approval letter attached and any other environmental documents if applicable.
		<input type="checkbox"/> 130. Submit a No Further Action Letter (NFA) or Child Care/Educational Facility Approval Letter from the Department of Environmental Protection (DEP), or Response Action Outcome Letter (RAO) from a Licensed Site Remediation Professional (LSRP) indicating that no further action is needed for the site on which the center is located. [Note: Check the DEP website at <a href="http://www.state.nj.us/dep/dccrequest">www.state.nj.us/dep/dccrequest</a> for the most current information.]

		<input type="checkbox"/> 131. Submit a water supply certification indicating the center is serviced by a public community water system demonstrated through a copy of a current bill from that water company.
		<input type="checkbox"/> 132. Submit current documentation from the DEP, Bureau of Safe Drinking Water (BSDW), for centers not on a public community water system. [Note: Check the DEP, BSDW website at <a href="http://www.state.nj.us/dep/dccrequest/safedrnk.htm">www.state.nj.us/dep/dccrequest/safedrnk.htm</a> or call (609) 292-5550 for more information.]
		<input type="checkbox"/> 133. Submit a letter of prior uses from the municipality, county or state indicating whether the building has ever housed a use classified under the NJUCC, NJSA, 5:23, as: Group F (factory/industry); Group H (high hazard); Group S (storage); Group B (dry cleaner or nail salon); Group A (funeral home); or Group M (gas station.)
4/2/2012	6/26/2012	<input type="checkbox"/> 134. Submit a current letter or other approval from the DHSS, Indoor Environments Program, for centers: a) co-located with a dry cleaner or nail salon; b) with one of the prior uses: F, H, S, B (dry cleaner, nail salon), A (funeral home) or M (gas station); c) located in a building built in 1978 or earlier; or d) located near a known hazardous area. [Note: <b>Contact DHSS prior to taking action</b> to confirm what is needed for your center. Call DHSS at (609) 826-4923 or email DHSS using the link at <a href="http://www.state.nj.us/health/coh/tsrp/iepc/cc_jeha.shtml">www.state.nj.us/health/coh/tsrp/iepc/cc_jeha.shtml</a> ]
		<input type="checkbox"/> 135. Test for the presence of radon gas and post the test results in a prominent location.
		<input type="checkbox"/> 136. Provide documentation that the center: completed a lead paint risk assessment; follows an approved lead paint risk assessment management plan; verified the absence of a lead hazard; notified parents of a lead hazard; completed the recommended remedial action to alleviate the lead paint hazard.
		<input type="checkbox"/> 137. Provide documentation that the center: follows an approved asbestos management plan; verified the absence of asbestos hazard.

#### Building Maintenance

		<input type="checkbox"/> 138. Keep all surfaces clean and in good repair.
Notes:		
		<input type="checkbox"/> 139. Replace, clean and/or secure all stained, broken and/or missing floor tiles and carpeting.
		<input type="checkbox"/> 140. Replace, clean and/or secure all stained, broken and/or missing ceiling tiles.
		<input type="checkbox"/> 141. Eliminate moisture resulting from leaks or seepage.
		<input type="checkbox"/> 142. Maintain the building structure to prevent drafts, leaks and infestation.
		<input type="checkbox"/> 143. Provide screens on: doors and windows used for ventilation; crawl spaces; attic spaces.
		<input type="checkbox"/> 144. Provide safety glass/protective guards for windows and glass located within 36 inches above the floor.
		<input type="checkbox"/> 145. Provide protective covers for: electrical outlets; fluorescent tubes; incandescent light bulbs; fans.
		<input type="checkbox"/> 146. Provide and maintain suitable protective devices for radiators, steam and hot water pipes.
		<input type="checkbox"/> 147. Provide/maintain mechanical ventilation: in operating condition; clean; unobstructed; replace filters.
		<input type="checkbox"/> 148. Raise temperature to a minimum of 68 degrees Fahrenheit in all rooms used by children.
		<input type="checkbox"/> 149. Increase light in specific areas:
		<input type="checkbox"/> 150. Provide 1 of the 4 monitoring options listed in the manual.
		<input type="checkbox"/> 151. Ensure that doors in all interior rooms designated for use by children remain unlocked.
		<input type="checkbox"/> 152. Ensure shelving is secure and not overloaded, and appliances are secured to a stable surface.
		<input type="checkbox"/> 153. Pad lally columns in areas used by children to a height of 48 inches (EC) and 72 inches (SA).
		<input type="checkbox"/> 154. Ensure that stairways are free of tripping hazards.
		<input type="checkbox"/> 155. Provide a barrier extending at least 5 feet above floor level.
		<input type="checkbox"/> 156. Repair and/or paint surfaces in specified areas:
		<input type="checkbox"/> 157. Maintain indoor/outdoor garbage receptacles as follow: covered; emptied as needed; leakproof; clean.
		<input type="checkbox"/> 158. Ensure that indoor and outdoor equipment is sturdy, safe and free of hazards.

Notes:

#### Outdoor Play Area, Equipment and Maintenance

		<input type="checkbox"/> 159. Provide and maintain in good condition a fence, enclosure or other barrier for the outside play area.
		<input type="checkbox"/> 160. Provide a barrier, in addition to the fence, for outdoor play areas exposed to vehicular traffic.
		<input type="checkbox"/> 161. Grade or provide drains for the outside play area.
		<input type="checkbox"/> 162. Ensure that outdoor areas and play equipment are free from stagnant water.
		<input type="checkbox"/> 163. Provide and maintain play equipment to meet public playground design standards (ASTM F-1487) as specified by the Consumer Product Safety Commission (CPSC). (Not for profits by 10/18/14)
		<input type="checkbox"/> 164. Ensure play equipment is specifically age-appropriate for the ages served.
		<input type="checkbox"/> 165. Repair or remove broken/rusted toys in the outdoor play area.
7/13/2012	8/15/2012	<input checked="" type="checkbox"/> 166. Provide and maintain resilient surfacing (ASTM F-1292) and use zones under all play equipment that subjects children to a fall as specified by the CPSC.
		<input type="checkbox"/> 167. Ensure that any community playground equipment used by the children complies with applicable provisions of the Playground Safety Subcode.

*Note: If number is checked, see attachment page(s) for clarification.*

		<input type="checkbox"/> 168. Select an area for children's outdoor play that is adjacent to or within close proximity of the center.
		<input type="checkbox"/> 169. Ensure the safety of the children on route to the outdoor play area.
		<input type="checkbox"/> 170. Remove debris and overgrown vegetation in the outdoor play area.
		<input type="checkbox"/> 171. Ensure that hazardous plants are not kept in the center or near outside areas used by children.
		<input type="checkbox"/> 172. Ensure that sand in the outdoor play area is asbestos-free and maintained in a sanitary manner.
		<input type="checkbox"/> 173. Provide 150 square feet of outdoor space for 5 children and 30 square feet for each additional child.
		<input type="checkbox"/> 174. Limit the number of children using the outdoor play area to the maximum capacity.
		<input type="checkbox"/> 175. Cease using dump and fill wading pools.
		<input type="checkbox"/> 176. Ensure swimming pools/natural bathing places used by children comply with applicable provisions of the Public Recreation Bathing Rules, as specified in NJAC 8:26, and with applicable provisions of the Building Subcode and Barrier-Free Subcode of the NJUCC, as specified in NJAC 5:23.
		<input type="checkbox"/> 177. Ensure that children using swimming pools or natural bathing facilities are supervised in accordance with applicable provisions of the N.J. Youth Camp Safety Act rules, as specified in NJAC 8:25.
		<input type="checkbox"/> 178. Provide lighting in parking areas, walkways and other exterior areas used by center occupants at night.
11/19/2012	1/18/2013	<input checked="" type="checkbox"/> 179. Take necessary action to remove outdoor hazards.



**ALERT:** Effective 6/28/11, cribs manufactured, sold, or leased in the United States must comply with new federal standards. Effective 12/28/12, child care centers must have compliant cribs in their facilities. For more information on crib safety and safe sleep environments for infants, refer to CPSC's crib information center at [www.cpsc.gov/info/cribs/index.html](http://www.cpsc.gov/info/cribs/index.html).

- ☒ Director/Designee confirmed center does not provide or arrange for the provision of transportation of children.  
☐ For centers providing transportation, see attached Transportation Inspection/Violation page.

		Date
Inspector Signature	Director/Designee Signature	
Elissa Lombardo		

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
1	4/2/2012	4/27/2012	Staff report and documentation indicate that 13 children were present on 4/2/12 between 7:00am and 8:00 am with one staff person. Two staff are required.	Delete
3	4/2/2012	6/13/2012	<p>Staff must be aware of the children in their care at all times.</p> <p>a) Children randomly left the classroom unsupervised and went into the; bathroom, open-gated kitchen and adjoining classroom, without staff noticing.</p> <p>b) Staff left several children in classroom #2 unattended while attending to children in the bathroom.</p> <p>c) Children climbed on tables and stacks of chairs, without the staff noticing</p> <p>d) Children; wrestled with each other, pulled hair, and punched each other, without staff noticing</p> <p>e) Children's noses run into their mouth without staff noticing</p> <p>f) One child spent most of the morning sobbing by himself without staff noticing or consoling him.</p> <p>g) Children were randomly running around the room throwing toys in the air, fighting, strangling each other, wrestling and screaming without staff interference.</p> <p>h) 4/27/12; Most of the children sitting at three tables with clay and clay utensils continued to mouth (lick, put in mouth. eat) all of the utensils and clay. One staff did notice, told the child to stop it, and then went about other duties. The rest of the staff did not notice and subsequently the mouthed pieces and clay all ended up back in circulation for all the children to reuse.</p> <p>i) 5/23/12; A child went into the bathroom and shut the door without staff noticing</p> <p>j) 5/23/12; One child punched another child twice in the head with a ball; though the hurt child cried loudly, staff did not notice.</p> <p>k) 5/23/12; One child took a dirty tissue off of the floor while lying on the floor and wiped her nose with it repeatedly. Staff did not notice.</p> <p>l) 5/23/12; Small groups of children were wrestling, hitting and fight without staff noticing</p> <p>m) 5/23/12; One child pulled his pants down and 'mooned' the other children 3 times during lunch. Staff did not notice</p> <p>n) 7 children were left alone in a room for 30-60 seconds while staff went to tend to another child.</p>	Delete
4	4/2/2012	6/13/2012	<p>Staff was unaware of how many children were in their care on the playground</p> <p>5/23/12; Two of the three staff gave wrong counts as to how many children were in their care.</p>	Delete
5	4/2/2012	4/27/2012	<p>26 children; 4-ages 18 months to 2 ½, 11 three year olds, and 11- four year olds were present with two staff, three staff are required.</p> <p>In addition- Documentation of staff and children sign in sheets indicate that ratios are not being met most days between 1:00 and 6:00pm.</p>	Delete
14	3/19/2012	6/13/2012	<p>Several children were randomly taking food off of other children's plates and eating it without staff noticing. Ensure staff is aware of children's actions during meal time. Ensure children eat only the food provided for them. Respond to children in a timely manner when they request additional food.</p> <p>5/23/12; Several children were randomly taking food off of other children's plates and eating it without staff noticing</p>	Delete
14	4/2/2012	6/13/2012	<p>a) A child crawling under a table found a slice of apple on the floor, picked it up and began eating it. Staff did not notice until OOL brought it to their attention.</p> <p>b) Staff did not use universal precautions when attending to a child who fell on the playground. The child was covered in blood from a gash on her lip/mouth. Blood was on her face, neck and hands. First staff person on the playground brought her to the door and sent her inside for the director to care for her. First staff person did not have gloves on, nor did she wash her hands afterwards. Director took care of the child without putting on gloves as well. She wiped the child's face and hands with a wet towel, and gave her an ice pack for her lip. Director did not wash her hands or the surfaces touched by the child immediately after.</p> <p>NOTE: As of the 4/27/12 inspection, the center did not have the disposable rubber gloves required for tending to children with blood.</p>	Delete
15	4/2/2012	6/13/2012	<p>Staff do not present materials and activities in an organized and developmentally appropriate manner; blending active and quiet experiences, and child/staff directed activities. Their interaction is limited to monitoring children's behaviors and telling them what not to do. This resulted in the children running randomly around the center, throwing objects and furnishings, crawling under tables, fighting with each other and screaming. Ensure staff interact with children appropriately and positively through organized planning and preparation.</p>	Delete
16	4/2/2012	4/27/2012	In addition to blocks and baby toys, randomly ripping and gluing paper was the only activity provided for children all morning. Ensure that a variety of activities are planned and age-appropriate.	Delete
17	4/2/2012	4/27/2012	Children spent most of the morning randomly running, throwing, screaming and climbing on furniture. Ensure programming is appropriate for age as well as time allocated.	Delete
22	4/2/2012	6/13/2012	<p>While children were randomly running, throwing, hitting, climbing, screaming, and crying, staff did not redirect children's actions. Staff offered minimal interference of children's behaviors acting as referees, rather than providing activities, materials and positive redirection. Ensure staff implements positive methods for redirecting and guiding children's behavior.</p> <p>NOTE: At the 4/27/12 inspection, the staff never redirected children who were eating or mouthing the toys and materials. Staff must know how to positively redirect and guide the children's actions.</p>	Delete
52	4/2/2012	4/27/2012	Staff could not locate the records for an injured child. The director then spent about 5-10 minutes looking through her office files until she found contact information for the child. Ensure staff has knowledge of and access to all children's information in the absence of the director.	Delete
55	4/2/2012	4/27/2012	Due to a staff member calling out sick on 4/2/12, the center was out of ratio and minimum staffing. Center must establish and maintain a staff substitutes system.	Delete



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64	2/27/2012	6/13/2012	Train staff on appropriate classroom management, planning and implementation of activities from an outside source. Train staff on health and safety procedures and precautions.	Delete
71	3/19/2012	4/27/2012	Ensure daily time sheets are filled out for all STAFF noting arrival and departure times.	Delete
86	2/27/2012	6/13/2012	Staff did not notice a child using the bathroom did not wash his hands when he finished. Children must wash hands with soap and water after using the bathroom. ABATED 4/27/12 RECITED 5/23/12 Not all children's hands were washed prior to snack being served	Delete
87	4/2/2012	6/13/2012	Staff did not wash their hands after wiping children's noses. Staff did not wash their hands before serving food. Staff did not wash their hands after changing diapers or assisting a child with toileting Staff did not wash their hands immediately after contact with blood 5/23/12; After handling toxic chemicals staff put on gloves and served food without washing hands	Delete
88	4/2/2012	6/13/2012	Staff on playground did not have immediate access to disposable rubber gloves The center did not have disposable rubber gloves.	Delete
104	4/2/2012	6/13/2012	Gate to kitchen was repeatedly left open allowing children to access freely. Ensure gate is operational and utilized as required. ABATED 4/27/12 RECITED 5/23/12	Delete
166	7/13/2012	8/15/2012	Rake fill surfacing under climbing equipment within fall zones	Delete
81	5/23/2012	6/13/2012	Ensure all parents receive center's expulsion policy. Ensure center abides by policy giving parents sufficient time limits for expulsion.	Delete
46	5/23/2012	6/13/2012	Ensure children's injuries are properly documented.	Delete
1	8/15/2012	9/5/2012	13 children were present in the building with only one staff person. Center must provide a second staff person when 6 or more children are present. NOTE: Ten minutes after OOL arrived at the center a second staff person did arrive.	Delete
3	8/15/2012	9/5/2012	12 preschool children were alone in room 1 while director was in her office having lunch with one other child. Staff may not leave children unattended for any length of time. Ensure children are supervised at all times.	Delete
5	8/15/2012	9/5/2012	12 preschool children; 6 wake and 6 sleeping, were in room 1 with no staff present. One staff person is required.	Delete
55	8/15/2012	9/5/2012	Director stated that due to one staff's recent resignation only two staff (including herself) are currently employed at the center making adequate coverage difficult. Director must ensure that a viable substitute system is in place to maintain required ratios at all times.	Delete
3	10/19/2012	11/19/2012	Eight children were unsupervised in room one. Staff were in adjacent rooms without full view of all children.	Delete
4	10/19/2012	11/19/2012	Staff were unaware as to how many children were in their care.	Delete
14	10/19/2012	11/19/2012	The director broiled the children's lunch in a broken oven where access to the interior of the oven was not closed or protected allowing fire and smoke to escape. A fire broke out in the oven causing the center to fill with smoke and the smoke alarms to go off. Fire officials were called and the center was cited for use of the oven.	Delete
24	10/19/2012	11/19/2012	Some of the grilled cheese sandwiches served to the children were charred from the fire in the oven. Ensure all food is prepared and served in the proper manner.	Delete
115	10/19/2012	12/21/2012	The center's fire protection was not hooked up to a central monitoring system. The center was cited by the fire department. Ensure center complies with all fire safety requirements.	Delete
179	11/19/2012	1/18/2013	Repair Handle rail on stairs leading to playground.	Delete